

## Weed and Seed Communities 2009 Youth Development And Leadership Training

The Community Capacity Development Office at the U.S. Department of Justice, through NeighborWorks America,

**Application deadline: January 30, 2009**

is pleased to announce a special training opportunity for both active and graduated Weed and Seed Communities targeting youth leaders. Up to three sites will be selected as hosts for a **Youth Development and Leadership Training**. If interested in being considered as a host site, please read the instructions carefully prior to submitting the application and ensure all sections are completed.

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NeighborWorks® America must receive your application by **January 30, 2009**. Please return the completed application **as an attachment** to [weedandseed@nw.org](mailto:weedandseed@nw.org). Although our preference is to receive applications electronically, if you would prefer to fax it, please fax to: 202-376-2168.

Mailing Address:	Weed and Seed Technical Assistance/Training Request Application NeighborWorks® America <b>ATTN: Anthony Austin</b> 1325 G Street NW, Suite 800 Washington, DC 20005
Fax number:	(202) 376-2168
Email address:	<a href="mailto:weedandseed@nw.org">weedandseed@nw.org</a>

If you have questions in completing this application, please call or email:

- Anthony Austin, Project Director 202.220.6308 [aaustin@nw.org](mailto:aaustin@nw.org)
- Alyson Parham, Project Consultant 708.935.8796 [aparham09@sbcglobal.net](mailto:aparham09@sbcglobal.net)
- Norena Henry, Program Specialist, CCDO, 202.305.616.3205 [norena.henry@usdoj.gov](mailto:norena.henry@usdoj.gov)

**Applicants are responsible for ensuring that all parts of this application package are completed and returned by the deadline. Incomplete applications will not be considered.**

**Weed and Seed Communities  
2009 Youth Development And Leadership Training****Section One: Site Contact Information (All items must be completed)**

Name of Site/ID# \_\_\_\_\_

Site Director Name  
(Last, First, MI) \_\_\_\_\_Office Mailing Address \_\_\_\_\_  
\_\_\_\_\_

Office Phone #: \_\_\_\_\_ Office Fax #: \_\_\_\_\_

E-mail Address \_\_\_\_\_

Steering Committee  
Chairperson Name: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ Contact Fax #: \_\_\_\_\_

E-mail Address \_\_\_\_\_

**Section Two – Site Background Information (All items must be completed)**

Has the site ever participated NeighborWorks America's Place-based Training (training provided on site to area residents and other community stakeholders):

Place-based Training ☐ Yes ☐ No If yes, what year? \_\_\_\_\_NeighborWorks Training Institutes (NTI): ☐ Yes ☐ No If yes, what year and NTI? \_\_\_\_\_Is there a NeighborWorks America organization serving your community? ☐ Yes ☐ No ☐ Not Sure

What year was the site designated as a Weed and Seed Community? \_\_\_\_\_

Is this a graduated site? ☐ Yes ☐ NoWhich would best describe the WSC: ☐ Urban ☐ Rural ☐ TribalHow many people actively serve on the Steering Committee? \_\_\_\_\_

Please indicate the various subcommittees that currently operate under the Steering Committee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**Weed and Seed Communities  
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CCDO recognizes many Weed and Seed Communities rarely have youth representation serving on their Steering Committees. For some Steering Committees, uncertainty regarding how to engage youth contributes to the lack of representation. For others, the concern regarding the leadership skills of youth affects the decision not to solicit youth involvement. All agree successful implementation and *sustainability* of youth initiatives typically incorporated in the Weed and Seed strategy requires expanding the number of youth leaders in the community. The Weed and Seed infrastructure provides the ideal framework for building youth leadership capacity in providing youth with the tools and skills to become visible and engaged in the planning and execution of the overall strategy.

Building a base of youth leaders begins with creating a safe environment to engage in productive learning and dialog about leadership skills, community issues and the Weed and Seed framework. To assist sites across the country in expanding the pool of youth leaders, CCDO has contracted with NeighborWorks America to deliver an innovative, youth leadership and development training. Three objectives to be achieved in conducting this training include:

1. Provide community youth with an understanding of what leadership means and how to assess their own leadership style, which also addressing some of the challenges associated with being a leader.
2. Help community youth leaders understand the role of Weed and Seed, how it operates and its potential impact in the community.
3. Help community youth leaders explore new ways to become engaged in Weed and Seed to promote positive change for other youth and their families living in the community.

Three sites will be selected to host a place-based training. Youth residing in the Weed and Seed designated area(s) will be identified to participate in this highly-intensive, leadership development program. A Weed and Seed site representative will be expected to work with NeighborWorks America to confirm the date, location and other logistical details to support this effort. Strong consideration will be given to applications that reflect collaboration with more than one site.

In addition to the place-based training, CCDO and NeighborWorks America will also offer a one-day, youth training session at the 2009 National CCDO conference in July 2009. NeighborWorks America will also convene a national youth leadership training as part of its Chicago Training Institute in August 2009. Announcements regarding these opportunities will be provided in early 2009. Please note these additional training opportunities will be open to all Weed and Seed Communities

**Youth Leadership Training (PBT) Hosting Requirements**

Unlike other place-based trainings, the youth leadership training requires more coordination and logistical details, given the population to be served and the overnight lodging requirements. Sites interested in hosting the youth leadership training, must be committed to working with NeighborWorks America representatives in coordinating the training event. Site representatives must be willing to recommend a local hotel/training facility to accommodate training and lodging needs. In addition, site representatives must coordinate with local school officials in the site to identify youth participants and secure the necessary permission for youth to participate in the training. Lastly, site representatives must identify up to 5 individuals (already cleared through a background check) to serve as chaperones for the

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overnight stay. It will also be important that adult members of the Steering Committee agree to participate in the ½ training on Friday and join the youth in the closing session on Saturday afternoon.

**Eligible Participants**

The youth leadership training will focus on reaching community youth between the ages of 16 – 21. All youth participants must be in good standing with their school and receive permission from school officials and parents/legal guardians to attend the training.

**Maximum number of youth participants**

This training opportunity will reach out to a total of 35-40 youth. It is important to stress all youth participants must physically live in the Weed and Seed site. To the extent practical, all applicants are encouraged to coordinate with neighboring or regional Weed and Seed sites.

**Steering Committee members training**

In addition to conducting a two-day training targeting youth, Neighbor Works will also offer a half day training for adult leaders serving on the Steering Committee. This training will focus on developing new strategies for engaging youth to become more involved in Weed and Seed.

**Training Format and Schedule**

The youth leadership training begins on a Friday afternoon and concludes on a Saturday afternoon. All youth participants will be required to participate in an overnight, supervised stay at the training site. The Friday training will begin at 1:00 p.m., continue through dinner, and conclude with an evening session. On Saturday, the training will begin at 9:30 a.m. and end at 4:00 p.m. The training for adult participants will be held on Friday from 1:00 p.m. – 4:30 p.m. Steering committee members and other community adults will be encouraged to join the youth for the closing session on Saturday afternoon.

**Training Venue**

In considering possible locations for the training, please consider facilities that can easily accommodate the target number of participants. Sufficient chairs and overall training space is important as participants will be expected to move around in this highly interactive session. A separate room will also be needed for the adult session on Friday afternoon. Training venue will also need to accommodate at least two LCD projectors and screens and multiple flip charts. NeighborWorks America will be responsible for all equipment and supplies.

**Primary Contact Person**

List the primary contact person who will work with NeighborWorks America to coordinate the training.

Name \_\_\_\_\_

Position \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**Weed and Seed Communities  
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Indicate the address of the proposed training location \_\_\_\_\_

Indicate recommended lodging establishment \_\_\_\_\_

**Preferred Training Date**

Place-based trainings may be scheduled beginning April 1 – September 15, 2009. Note the following blackout dates:

- May 4-8, 2009
- July 13-16, 2009 CCDO conference
- Aug. 17-21, 2009

Indicate desired training date: \_\_\_\_\_

Alternative training date: \_\_\_\_\_

Will this training involve multiple sites? ☐ Yes ☐ No

If yes, please list the sites names and ID #s. \_\_\_\_\_

**Weed and Seed Communities  
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All sites requesting technical assistance/training must complete this brief site assessment. CCDO recommends the Steering Committee assist the Site Director in completing this assessment.

1. In what year was the site designated as a Weed and Seed Community? \_\_\_\_\_
2. Does your advisory board/Steering Committee (SC) currently include key decision-making representatives from the following categories?

Nonprofit/community-based agencies	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Private sector	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Designated area residents	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Local government officials	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Law enforcement	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Crime prevention organizations	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Faith-Based organizations	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Others (List) _____		
3. How many of the Steering Committee members are residents? \_\_\_\_\_
4. How often does your Steering Committee meet?

<input type="checkbox"/> Monthly
<input type="checkbox"/> Quarterly
<input type="checkbox"/> Twice per month
<input type="checkbox"/> Every other month
<input type="checkbox"/> Intermittently, as needed for business
<input type="checkbox"/> Other (specify) _____
5. Does each Steering Committee member have a copy of your:

Weed and Seed strategy	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Policies and Procedures	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Grant applications	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Budgets	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. Does the Steering Committee have any youth members? ☐ Yes ☐ No
7. If yes, how many youth? \_\_\_\_\_
8. Do any youth serve on the subcommittees? ☐ Yes ☐ No
9. If yes, how many youth \_\_\_\_\_
10. If yes, which subcommittees?

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11. Please describe one Weed and Seed initiative that focuses on community youth.
12. How does this opportunity (Youth Development and Leadership Training) tie to, build on, or compliment your existing Weed and Seed Strategy's four elements: law enforcement, community policing, prevention/intervention/treatment, Neighborhood Restoration.
13. Were community youth involved in developing this initiative?
14. What are some of your major capacity-building priorities? (check up to three)
- ☐ Clarifying roles and responsibilities among Steering Committee members
  - ☐ Hiring or managing your Site Director
  - ☐ Evaluating the impact of programs and services
  - ☐ Getting youth involved in leadership roles
  - ☐ Recruiting more residents to become involved with the Weed and Seed Strategy
  - ☐ Implementing a component of the strategy.
    - Law Enforcement
    - Community Policing
    - Prevention, Intervention and Treatment
    - Neighborhood Restoration
  - ☐ Developing a sustainability plan
  - ☐ Developing or maintaining collaborations
  - ☐ Strategic planning
  - ☐ Securing more funding for programs
  - ☐ Other \_\_\_\_\_